

Minutes of the
Idaho Real Estate Appraiser Board
November 19, 2001

The Idaho Real Estate Appraiser Board meeting was called to order at 8:45 a.m., Monday, November 19, 2001 at the Bureau of Occupational Licenses, Owyhee Plaza, 1109 Main Street, Suite 220, Boise, Idaho.

Roll Call: Stanley Moe, Chairman
 Paul Morgan, Vice Chairman
 Ruby Stroschein, Board Member
 Gordean Briggs, Board Member
 Doyle Pugmire, Board Member

Bureau Staff: Rayola Jacobsen, Bureau Chief
 Budd A. Hetrick, Jr., Deputy Bureau Chief
 Roger Hales, Administrative Attorney
 John Kersey, Chief Investigator
 Dee Ann Randall, Administrative Secretary

Minutes

Moved by Ruby Stroschein, seconded by Doyle Pugmire and carried that the minutes of the September 24, 2001 board meeting be approved.

Chief

Budd Hetrick introduced Rayola Jacobsen, Bureau Chief to the Board. Ms. Jacobsen extended her appreciation to meet with the Board and shared with them her work background.

Ms. Jacobsen distributed copies of a Supreme Court Decision given to her by Kirsten Wallace, Deputy Attorney General. Roger Hales explained that this decision originated from a hearing against a licensee in which a board member took a personal phone call from an individual regarding the case and made a decision regarding the case. The Supreme Court held that there was a violation of procedural due process rights as information was accepted beyond that produced at a public hearing and failed to disclose that information, on the record, prior to rendering its decision in a *quasi judicial* matter.

Mr. Hales recommended to the board members if such a situation should arise, they should document: the date of the contact; identify the person; their reason for the call; any decision made. He strongly suggested that the individual should be referred to the bureau office to have their questions answered.

Complaint Report

The Board reviewed the log reports submitted by Janet Strobel, LRA-94, as required by the Consent Order. The Board requested that John Kersey contact her and request submission of one appraisal report completed in the month of October for their review.

Mr. Kersey reported for fiscal year 2002, eleven (11) complaints have been received. Of those nine (9) remain open and under investigation.

Twenty-one (21) complaints have been received thus far for the year 2001. Of those, four (4) are under investigation; the remaining ones are under legal review.

Thirty (30) complaints received were received for the year 2000. Of those six (6) remain under investigation. Eleven (11) are under legal review.

Forty-seven (47) complaints were received in 1999. Two (2) remain under investigation; nineteen (19) are under legal review.

Thirty-seven (37) complaints were reviewed in 1998. Six (6) are under legal review, four (4) are under pro review.

Thirty-two (32) complaints were received in 1997. Three (3) remain under legal review.

Response to the Appraisal Subcommittee On Site Audit

The Board reviewed and approved a draft response letter to the Appraisal Subcommittee regarding their on site audit that was prepared by Stan Moe. Stan Moe will send this letter to the Appraisal Subcommittee.

The on site audit brought two areas to the attention of the Board: Improving the complaint investigation and resolution process, and the automatic approval of Appraisal Foundation members educational courses.

Roger Hales informed the Board that Rule 299.02.b.iii. which automatically approves Appraisal Foundation members educational courses can just be deleted. Mr. Hales suggested that at the board's April 15, 2002 board meeting they could promulgate a rule change to delete this rule. Other rule changes to be considered at that time are revision of Rule 500. Temporary Practice that permits be issued for a six (6) month period. Also promulgate a rule that the seven (7) hour update USPAP course must be taken every two (2) years.

Ruby Stroschein will contact Dennis Green and Vicki Ledbetter, Appraisal Subcommittee auditors, for information on course providers taking their courses through

the Foundation Clearing House for approval and this process being accepted for Idaho courses.

Board/Bureau Contract

Budd Hetrick distributed copies of the 2002 board/bureau contract. Moved by Paul Morgan, seconded by Gordean Briggs and carried that the Board accepts the contract between the Board and the Bureau. The Board authorized Stan Moe, Chair to sign the contract.

2002 Board Meeting Dates

The Board established the following board meeting dates for the year 2002:

February 11, 2002

April 15, 2002

June 17, 2002

August 19, 2002

November 18, 2002

2002 Edition of USPAP Available to Licensees

Moved by Paul Morgan, seconded by Gordean Briggs and carried that the 2002 Edition of USPAP be offered to all in state licensees by payment of \$15.00.

Lee & Grant Course Approval

Ms. Randall informed the Board that the two year approval process of Lee & Grant courses expires this month. The Board will extend approval of their courses until their February 11, 2002 board meeting. Ms. Randall will inform them of this decision and advise them to send all their course materials direct to Ed Muehlbach, Education Committee Chairman for his review and recommendation to them.

Continuing Education Cycle Coinciding with Renewal Cycle

The Board discussed the possibility of changing the continuing education requirement cycle to coincide with the renewal cycle. No decision was made and the discussion will continue at the next board meeting.

Association of Appraiser Regulatory Officials (AARO) Meeting

Ruby Stroschein attended the AARO meeting held in Washington, DC on October 27 – 30, 2001 and gave a report to the Board. All instructors must take the Foundation National USPAP course and pass the examination, and all USPAP courses must be in compliance by February 1, 2003 before they will be approved to teach USPAP.

Continuing Education

The Board approved the following continuing education courses being given by McKissock Data Systems:

Introduction to Review Appraisal – 7 hours

Appraising the oddball, Nonconforming and Difficult Properties – 7 hours

Appraiser Liability – 7 hours

Real Estate Damages, Assessment & Testimony – 7 hours

Automated Valuation Models – 7 hours

Introduction to Environment Considerations – 7 hours

Regression Analysis, The Appraisal Approach of the Future – 7 hours

Ad Valorem Tax Assessment Consulting and Appraising – 7 hours

Meeting adjourned at 2:00 p.m.